



hear together

Requirements for Individuals Wishing to Fundraise for SCIC

Any person or organisation fundraising in NSW must, by law, have an “authority to fundraise” recognised by the Department of Gaming and Racing.

Sydney Cochlear Implant Centre (SCIC) can provide a letter to the coordinator of the fundraising activities if they are satisfied that the activity fits in with SCIC philosophies and policies.

Please note that SCIC **will not endorse** fundraising which involves:

- Face-to-face solicitation
- Open bucket collections
- Fundraising centred on the consumption or purchase of alcohol and/or tobacco
- Events involving violent or dangerous activities eg boxing
- Use of the SCIC database of supporters
- Any activity which does not align with SCIC values.

Individual fundraising shall be conducted in the coordinator’s name, and that person has sole responsibility for the activity.

Please remember that the fundraising activities will not be the Sydney Cochlear Implant Centre’s activities, but activities to raise funds that will consequentially be donated to SCIC.

It is suggested that accurate records of income and expenditure are maintained and that money received in the course of a fundraising appeal be kept in a separate bank account.

Having a separate bank account for fundraising purposes makes record-keeping much easier for the event coordinator. It is advisable to keep your records for seven (7) years.

The coordinator must keep a register of all donations over two dollars (\$2.00) on an appropriate form.

For receipt purposes, all donations must include an address, and receipts can only be issued after SCIC has received the funds.

The following are not tax-deductible:

- Ticket purchase (raffle, entry to an event, etc)
- Purchase of goods (chocolates, mugs, etc, or services)
- Purchases made at an auction.

Please contact the Development office at SCIC if you have further questions regarding individual fundraising activities on (02) 9844 6800.